



Rockport Millbrook Meadow Committee

P.O. Box 51, Rockport, MA 01966

www.millbrookmeadow.org

Charmaine Blanchard
Marcia Lombardo, Treasurer
Aileen Morrissey
Frederick H. Tarr III

Samuel W. Coulbourn, Chair
Shannon Mason, Vice Chair
Barbara Sparks
Stephanie Woolf

Minutes of Meeting Wednesday, June 3rd, 2015 Trustees' Room, Rockport Public Library

7:00 p.m. Chairman **Sam Coulbourn** called the meeting to order. Members present: **Barbara Sparks, Shannon Mason, Marcia Lombardo, Stephanie Woolf, and Ted Tarr.** **Charmaine Blanchard** arrived at 7:44 p.m. Also present were **Pam Fox;** and **Eric Hutchins and Laura Hallowell,** Advisors to the RMMC. **Aileen Morrissey** was absent.

1. Public input. None.

2. Special Project for Invasives Treatment. Laura gave a presentation on the plan for attacking invasive plants in the Meadow in advance of the restoration of Meadow and Pond. She said that the minimum bid had been \$9865 but the company, Polatin had agreed to participate in a reduced version with heavy local volunteer help, for \$3000. There will be a public hearing by the Conservation Commission on **Wednesday, June 17th.** This will be held in Town Hall at 7:30 p.m. Eric observed that this hearing will be a litmus test for the whole project.

Laura listed the expenses associated, including advertising the hearing and notifying abutters by registered return letters, as \$3588.10. Marcia moved to approve \$3600 for this purpose; Ted seconded, all voted to approve.



Pam Fox and painting

3. Special Offer of Pam Fox for Fund Drive. Pam Fox, Rockport artist, was present with two of her paintings. She is offering a 16" x 20" oil painting of Mill Pond for our use as a fund raiser. She values the painting at \$3400, and she wants to donate the painting. She suggested that a raffle might be the best way to raise funds, and she suggested we sell chances at \$20.00 each. She suggested that we could start the drive next March (2016) and continue until a concluding party, perhaps in December 2016. She gave an example of having it displayed in a bank lobby for that period, and asking the bank to sell the chances. Pam stated that it would be up to MMC as to how and when to conduct the fund-raising event.

Shannon moved to accept the donated painting, and Ted seconded. All voted to accept. Sam thanked Pam for her generous donation.

4. Committee Business.

a. Treasurer's Report. Marcia reported that funds on hand are now \$217,475.76. The majority of this is obligated for the current contract with MMI. Our participation in Motif No. 1 Day netted \$96.00 and we paid out \$50.00 in our 50:50 Raffle. We took in \$1.00 at our table on World Fish Migration Day.

b. Minutes of May 13th, 2015. Members approved minutes.

3. Update status of Millbrook Meadow Restoration.

a. Status of Phase 3 Work by MMI. Barbara reported that Milone & MacBroom (MMI) have submitted their plans for what will be called Phase I. These plans are at the 25% stage of design development. The plans should be at 100% stage in January 2016. The plans call for concentrating upon the Meadow, beginning at the culvert, building a wingwall at the entrance to the culvert to direct the Mill Brook, then rebuilding the Mill Brook back to Frog Pond. Plans are to reshape the stream bed into a gently sinuous configuration which will enable the Brook to hold more water before overtopping, thus relieving the Meadow from frequent spring flooding. The sinuous course will include riffles and increased places for aquatic plants and features favorable to fish, eels and turtles. The plans include dredging and rebuilding the Frog Pond and planting appropriate aquatic plants. Phase I has an estimated cost of \$580,000.

b. Next Steps for MMC toward CPC. Next meeting of the CPC will be on Tuesday, June 9th. We will amend our request for money from \$1,291,000 to \$600,000, and be present at the meeting to answer questions. Eric suggested that we have DPW go through the list of tasks to identify which ones they can accomplish, in order to reduce construction costs.

Barbara introduced a statement:

"The construction proposed for 2016 encompasses the Meadow area bounded by and including the culvert retaining wall, stream bed, and frog pond. Concentrating on this area achieves three major purposes:

1. Storm water mitigation
2. Improved drainage of the Meadow
3. High visibility that will help with ongoing fundraising efforts

"Additional benefits include better habitat for wildlife, safer access to the stream edge for children, removal of invasive species, removal of overgrown or dying plant material, and installation of new plantings appropriate to the site.

"Amount requested: \$600,000

The engineer's probable cost of Phase 1, as submitted by Milone & MacBroom, Inc., on June 2, 2015, is \$580,000 (rounded). This is the cost to construct the work delineated in the drawing set submitted to CPC.

In addition, another \$20,000 in funding is requested to meet 2016 project-related costs as yet not defined, such as invasive plant treatment, tree work outside the Phase 1 area to ensure public safety, urgent playground equipment repair, and the like."

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Barbara moved to approve funding in the amount of \$600,000 for the purposes outlined above. Ted seconded. Members voted unanimously to approve.

6. Meadow and Pond Use Request Policy and Procedure

Charmaine has found out more about this. She has found out from the Town Administrator that it is permissible to set fees for events held in the Meadow; we will have to propose those fees. She was not ready to offer a document for discussion.

7. Fundraising Sub-Committee, Publicity and Community Outreach.

a. Shannon reported on donations to date and said that the Fund Raising Subcommittee planned to get together to write appeal letters to previous (2014) donors in early June. Shannon reported that donations, including doubling for donations since March 1, 2015 now total \$52,405.27 in ECCF.

b. **On the proposed raffle** of Pam Fox's painting Shannon suggested that we need to develop a process, and the main thing we need is a point person.

Members suggested that the raffle should start soon, and culminate by September 14 Town Meeting in order to take advantage of the doubling offer by an anonymous donor.

c. Timeline for Town Committee visits and Meadow events

June 10, Chamber of Commerce Meeting at Rockport Inn & Suites. Sam, Barbara and Shannon will make an informal presentation on the Restoration and availability of the Meadow for Cape Ann people and visitors.

June 25, Rotary Club Meeting at Emerson Inn. Sam and Barbara will update members on the Meadow and Pond Restoration.

July 2 or 23 briefing of Historic Committee on Restoration.

d. Shannon reported on results of **Motif No. 1 Day**. Fewer people, but good interest in MMC activities and 50:50 Raffle.

e. **Rockport Music Gala** in the Meadow June 5th. Shannon reported that arrangements were made for the event and the tent would be installed on June 4th.



Motif No. 1 Day

8. World Fish Migration Day (May 30th) Report. Eric and fellow NOAA scientist Colleen Coogan manned a station at the Mill Dam and showed passersby 17 tiny eels (elvers) and explained the life cycle of eels and interacted with children.

Eric also reported on an annual Rockport Middle School Field Trip to the Meadow and Front Beach that he and Colleen regularly assist with. Today (June 3) he put on waders and went up the Mill Brook stream into the culvert, which he found badly clogged. He encountered a beaver in there, hard at work building an un-permitted structure. Eric convinced the beaver to relocate, much to the delight of the students, who watched him (the beaver) swim upstream.



Eric and RMS students

9. New Business. None

10. Next Meeting: Wednesday, July 8th, 2015 at Trustees' Room, Rockport Public Library.

11. Adjourn 9:05 p.m.

Approved:

Samuel W. Coulbourn

**Copy to: Town Administrator; Director of Public Works; Conservancy Board and Advisors;
Conservation Agent; DPW Commissioners**